

# Making a difference @your library™



## Nebraska Library Services and Technology Act Plan for Library & Information Services **2003-2007**

Nebraska Library Commission

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## Introduction

*Libraries are community treasure chests, loaded with a wealth of information available to everyone equally, and the key to that treasure chest is the library card. I have found the most valuable thing in my wallet is my library card.*

***First Lady Laura Bush***

Nebraska's libraries and information centers are vital links to local, regional, state and global information resources, and as such, are valuable community and state assets. The purpose of the Nebraska Library Commission's Library Services and Technology Act (LSTA) Plan 2003-2007 (hereinafter referred to as the LSTA Plan) is to identify goals and activities designed to improve access to library and information services for all Nebraskans. These goals and activities are based on the library and information service needs of Nebraskans, as identified through the Making a Difference @ your library™<sup>1</sup> needs assessment project.

Specifically, this LSTA Plan sets forth the mission, needs, goals, activities, intended outcomes, timeline, and planning and implementation procedures for administering Nebraska's LSTA program from 2003 to 2007. It defines stakeholders and their roles, and the communication and monitoring procedures that will assure the involvement of the library community and library users in the implementation of the LSTA program in Nebraska.

The Nebraska Library Commission (NLC) supports programs and services to libraries and the public with a combination of state general funds and federal LSTA funds. LSTA funds comprised approximately 25% of the NLC's total funding for the fiscal period 1998-2002. State general funds and LSTA funds are intermingled in agency operations and library aid programs and services.

Nebraska Library Commission staff worked closely with members of the State Advisory Council, Commissioners, Regional Library System Administrators, and other statewide representatives, to prioritize the identified issues and needs and to develop appropriate goals for the LSTA Plan. The LSTA Plan also reflects planning undertaken in preparation of the Nebraska Library Commission's 2003-05 biennium budget request to be submitted to the Governor and Legislature in September 2002.

The LSTA Plan will be available electronically through the Nebraska Library Commission Web site ([www.nlc.state.ne.us](http://www.nlc.state.ne.us)) and in print, upon request. Strategic action plans will be developed as part of the implementation of the LSTA Plan and achievements and outcomes will be communicated through a variety of information products and resources, including NLC's Web site.

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<sup>1</sup> [www.nlc.state.ne.us/mission/makingadifference.html](http://www.nlc.state.ne.us/mission/makingadifference.html)

## Mission

The mission of the Nebraska Library Commission is statewide promotion, development, and coordination of library and information services. As the state library agency, the Commission is an advocate for the library and information service needs of all Nebraskans.

## General Statutory Authority

The Nebraska Library Commission's statutory authority is set forth under Article 4, Chapter 51 of Reissue Revised Statutes of Nebraska, 1999<sup>2</sup>. In addition to the powers granted in Chapter 51, state statutes provide that the Commission is the state agency designated to receive federal library program funds appropriated for the Library Services and Technology Act.

## Trends and Issues

*Economy* – The Nebraska economy grew at a steady pace throughout the 1990s. Economic gains allowed state funding increases to support statewide library service objectives. With the start of the new century, the economy has softened and tax revenues have fallen short of projections. In line with declining tax receipts, budget growth has yielded to budget reductions. The Library Commission's state funding was reduced three percent (3%) in fiscal year 2002, eight percent (8%) in fiscal year 2003, and is likely be reduced further in the next biennium. As a result, it is necessary for the Library Commission and local libraries to explore alternate, innovative and collaborative funding sources to ensure growth and development of library and information services.

*Library Personnel* – Nebraska's LSTA Five-Year Plan Evaluation<sup>3</sup> reaffirms that *people* make the significant difference in determining the quality of library services. Significant numbers of library personnel will reach retirement age in the coming decade<sup>4</sup>. A priority need is the successful recruitment of talented library personnel, provision of professional and continuing education (CE) opportunities, and improvement of a support system that places value on the work of library personnel and provides significant improvement in compensation.

*Demographics* – The 2000 U. S. Census affirmed the trend toward declining population in many of Nebraska's rural counties. Overall, state population grew slightly, but continues to shift from smaller rural communities to larger and urban metropolitan areas, with continuing movement of younger Nebraskans from rural to urban communities and out of state. These population shifts create a challenge for maintaining effective community services and for community survival. Nebraska has experienced population growth in several ethnic groups, increasing the need for diversity in library resources, services and personnel.

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<sup>2</sup> [statutes.unicam.state.ne.us/](http://statutes.unicam.state.ne.us/)

<sup>3</sup> [www.nlc.state.ne.us/mission/lstareports/2002-eval/index.html](http://www.nlc.state.ne.us/mission/lstareports/2002-eval/index.html)

<sup>4</sup> [www.ala.org/pio/presskits/recruitment/facts.html](http://www.ala.org/pio/presskits/recruitment/facts.html)

The 2000 Census counted Nebraska's population at 1,711,263 persons in a 76,872 square mile area (22.3 persons per square mile). This was an 8.4 % increase since the 1990 Census count. Overall, forty of Nebraska's ninety-three counties added population during the 1990s. Between 1983 and 2000, Nebraska has taken in 8,714 refugees. In 1988, 166 refugees were resettled in Nebraska, 365 in 1989, and a peak of 1,032 in 1991. Refugees have come from thirty-two different countries over the past eighteen years. During the past five years, eleven new groups of refugees have come to Nebraska, the largest numbers coming from Vietnam, Iraq, Bakongo (Africa), Ukraine, Russia and Cuba. According to the 2000 census Lancaster County experienced an increase in Asian population of 3,944 people, almost as big an increase as in Douglas County. Lincoln has resettled more than half the total number of refugees in the state – 5,479 people – since 1983. Overall the state's white-only, non-Hispanic population grew by just 2.4% (34,399) compared with an 83.3 % growth (98,479) in minority population. These changes reflect growing linguistic and ethnic diversity in Nebraska, particularly in counties where large meat packing plants are attracting non-white or Hispanic workers, or in counties hosting refugee resettlement programs.

*Library Technology* – Nebraska libraries have made significant strides in acquiring and implementing information technology. However, there remain large gaps between needed technology resources (hardware, software, online content, telecommunications, training, and support) and access to those resources. Nebraska's telecommunications infrastructure is fragmented, with varying availability of pricing and broadband services. With Nebraska political leaders pointing to electronic government as an effective public service strategy, libraries are the primary public access points in many Nebraska communities for citizen access to government services. Further development of electronic library and information resources will increase the viability and value of Nebraska libraries.

### Needs Assessment

The Libraries for the 21st Century initiative<sup>5</sup> yielded higher levels of state funding during the period 1996 through 2001. This additional funding was used for licensing subscription databases, increased state aid to public libraries and Regional Library Systems, continuing education and training grants, grants for children's services, and scholarships for professional library education. LSTA funds also had significant impact, providing over \$1.3 million for technology and support for library services in over sixty Nebraska communities, from 1998 to 2002.

In April 2001 the Nebraska Library Commission launched a venture called "Making a Difference @ your library™." This project involved Library Commission staff visiting 269 public libraries in Nebraska in a fifteen-month period. Each visit included discussions with library personnel about the impact federal and state grants have had on services and programs. NLC staff collected stories and data about local library service successes and challenges and other community resources and support venues.

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<sup>5</sup> [www.nlc.state.ne.us/mission/lsta.html](http://www.nlc.state.ne.us/mission/lsta.html)

Each visit also included a community dialogue session, attended overall by hundreds of Nebraskans, representing library customers, members of Friends and Foundation groups, community and county officials, and other interested community representatives. The data collected at these dialogue sessions were analyzed to determine prevailing statewide trends and issues, and to identify the existing and anticipated needs for library and information services listed below.

*Programs and services:*

- materials, services, and personnel to meet growing multi-cultural diversity;
- accessible space for technology and community meeting opportunities;
- increased staffing;
- more knowledgeable staff;
- increased hours at local library facilities;
- programming for people of all ages; and,
- remote access to local, regional, and statewide library resources.
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*Knowledge, skills and abilities:*

- computer technology, including Web, database, office suite software, and digitization;
- ability to work and succeed in local, regional and state political arenas;
- community assessment;
- ability to locate grant opportunities and write successful grant applications;
- maximizing use of subscription databases;
- staff development and volunteer recruitment and training;
- long range and strategic planning;
- marshalling advocates;
- leadership, budgeting, and outreach; and,
- knowledge of marketing and public relations.

The following goals, activities and intended outcomes are a result of an analysis input gathered from stakeholders and are related to the following LSTA purposes.

**LSTA Purposes**

1. Establishing or enhancing electronic linkages among or between libraries;
2. Electronically linking libraries with educational, social, or information services;
3. Assisting libraries in accessing information through electronic networks;
4. Encouraging libraries in different areas, and encouraging different types of libraries, to establish consortia and share resources
5. Paying costs for libraries to acquire or share computer systems and telecommunications technologies; and
6. Targeting library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below poverty line (as defined by the Office of Management and Budget and revised annually in accordance with section 9902(2)) of Title 42 applicable to a family of the size involved.

20 USC § 9141. GRANTS TO STATES

**Goals, Activities and Intended Outcomes**

**Goal 1: Nebraska library personnel will have the knowledge, skills, and abilities necessary to provide quality library and information services for all Nebraskans.**

**Need: *Library Personnel*** – Nebraska currently ranks 33<sup>rd</sup> of fifty states and the District of Columbia, in the number of ALA-MLS librarians per 25,000 population.<sup>6</sup> Nebraska public libraries reported spending 52.1% of their operating expenditures on personnel, while the national average is 64.1%.<sup>7</sup> The majority of public libraries in Nebraska serve communities of less than 5,000, and in most cases, library personnel are employed part-time, do not receive benefits, and are poorly paid. These conditions contribute to a high turnover rate in library personnel. Recruitment and retention of qualified library personnel are issues throughout Nebraska, due to demographic conditions and inadequate local funding. The Library Commission assumes responsibility for the full range of training and education needs for library personnel since there are no resident ALA-accredited library programs in the state.

<sup>6</sup> National Center for Education Statistics, E.D. Tabs, *Public Libraries in the United States, Fiscal Year 2000*, July 2002, p. 126.

<sup>7</sup> Ibid.

**Activities:**

**1A.** Provide library personnel with targeted continuing education, training, and grants to meet the needs identified through the Making a Difference @ your library™ project, and other needs assessments.

*Intended Outcomes:*

1. Library personnel will be better able to meet the changing needs of their customers.
2. Library personnel will have multiple options for access to continuing education and training.
3. Library personnel will be able to use online data tools to analyze income, expenditure and service information, and to evaluate and compare local data with that of regional, state and national peers.
4. Personnel in NEBASE<sup>8</sup> member libraries will use existing and new OCLC products to improve customer service.
5. Library personnel will provide better reference service locally.
6. Library personnel will have the ability to play a more integral role in community and economic development by providing strategic information.
7. Libraries will receive increased support as a result of the strategic use of information.

**1B.** Create a task force to develop recommendations that address Nebraska library personnel recruitment and retention needs.

*Intended Outcomes:*

1. A meeting of statewide and regional library organization representatives (Nebraska Library Association, Nebraska Educational Media Association, State Advisory Council on Libraries, Regional Library Systems, and the Nebraska Library Commission) will be convened to develop a charge for the task force on library personnel recruitment and retention.
2. A task force of five to seven members will be identified and recruited to assess library personnel and recruitment and retention issues.
3. A task force report with action recommendations will be developed.

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<sup>8</sup> Nebraska's statewide OCLC network that facilitates access to OCLC Web-based products, and cooperative purchase arrangements for 153 member libraries.



**1C.** Participate in the Western Council of State Libraries Education initiative to provide alternative methods for delivery of library and information science education.

*Intended Outcomes:*

1. A grant funding request to finance implementation of a multi-state collaborative educational initiative will be developed by the member states of the Western Council of State Libraries and library schools within the Western Council multi-state region.
2. Educational programs will be collaboratively developed among the Western state library agencies and library schools to address educational needs for library personnel, ranging from basic competencies through professional degree programs.
3. Educational programs designed to meet a range of identified competencies for all levels of library operations will be provided to reach library personnel throughout Nebraska.
4. Library personnel will have the necessary competencies to provide effective library and information services.

**1D.** Promote and improve the Public Librarian and Public Library Board Certification programs.

*Intended Outcomes:*

1. A redesigned continuing education database will track participation in the Certification programs and facilitate participant access to CE records.
2. The number of library boards participating in the Public Library Board Certification program will increase.
3. The quality and relevance of content delivered through the Public Librarian Certification program will meet the ongoing needs of library personnel.

**1E.** Provide education and consultation on strategic planning and outcome based evaluation.

*Intended Outcomes:*

1. Library personnel will have the skills to write successful grant applications that employ the techniques of strategic planning and outcome based evaluation.
2. Library personnel and trustees will be better able to assess community needs, and to conduct strategic planning and evaluation.
3. Libraries will have access to increased funding through both traditional and alternate sources.

**1F.** Provide support and scholarships for Nebraskans pursuing graduate library degree programs.

*Intended Outcomes:*

1. Nebraska citizens will have increased awareness of available graduate library programs.
2. Nebraska citizens will have greater awareness of financial aid for graduate library programs.
3. Enrollment of Nebraskans in graduate library programs will increase.
4. Graduate library course offerings throughout Nebraska will be more accessible.
5. An increased number of library personnel with graduate library degrees will be employed in Nebraska libraries.

**Goal 2: All Nebraskans will have improved access to enhanced library and information services.**

**Need:** Nebraska's library and information resources are aggregated in seventeen of the state's largest communities, ranging in population from 10,000 to 425,000. Ninety-four percent of Nebraska's 273 public libraries are located in communities of less than 10,000. Most of Nebraska's rural communities simply do not have the tax base to support the variety and depth of information resources that today's citizens need to flourish in a global environment. The resource sharing infrastructure, developed and maintained by the Library Commission, exists to facilitate customer access statewide to print and electronic resources. The trend is for more library and information services to be delivered electronically, making access and use of those resources increasingly challenging.

Activities in this goal area relate to an ongoing need for the Library Commission to support and improve the ability of local libraries to provide consistent library and information services and programs that meet community needs.

**Activities:**

**2A.** Provide access to and promote use of subscription databases, NEBASE services and cooperative purchasing agreements.

*Intended Outcomes:*

1. Use of statewide subscription databases will increase.
2. Library membership in NEBASE will increase.
3. The number of statewide subscription databases will increase.
4. The number of Nebraska libraries participating in cooperative purchasing programs will increase.
5. Participation in consortia database purchasing will increase.

6. Ninety percent of Nebraska libraries with Internet access will be registered for statewide subscription databases.

**2B.** Implement a common user interface to improve access, searching, and use of electronic resources through the Nebraska Library Commission's Web site.

*Intended Outcomes:*

1. Public awareness and use of online information resources will increase.
2. Use of statewide online resources, including subscription databases, library catalogs, selected Internet sites, and library catalogs..
3. Efficiency in locating desired information will improve.

**2C.** Promote and monitor NebrasKard<sup>9</sup>, Nebraska's reciprocal borrowing program.

*Intended Outcomes:*

1. Information for program decisions and management will be gathered and analyzed.
2. Participation by accredited public libraries will increase.
3. Promotional material will be available in communities with participating libraries.
4. Public awareness of the program will increase.
5. Use of libraries and library resources will increase.

**2D.** Evaluate the Public Library Accreditation program to address changing library and information needs.

*Intended Outcomes:*

1. Basic and Advanced Public Library Accreditation Guidelines<sup>10</sup> will be revised with input from appropriate stakeholders.
2. The number of public libraries that meet or exceed Basic and Advanced Public Library Accreditation Guidelines will increase.

**2E.** Develop and promote library and information services for children and young adults.

*Intended Outcomes:*

1. Library personnel will have improved ability to meet the library and information service needs of children and youth in their communities.
2. Use of library and information services by Nebraska children and young adults will increase.

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<sup>9</sup> [www.nlc.state.ne.us/netserv/nebraskard/nebraskard.html](http://www.nlc.state.ne.us/netserv/nebraskard/nebraskard.html)

<sup>10</sup> [www.nlc.state.ne.us/libdev/revguid.html](http://www.nlc.state.ne.us/libdev/revguid.html)

**2F.** Promote and support library and information services for Nebraskans for whom English is a learned language (ELL).

*Intended Outcomes:*

1. Existing ELL library programs and services for Nebraskans will be inventoried.
2. Library personnel will have access to existing models of library and information services to meet local ELL needs.
3. Grants will be provided to support library and information services to meet ELL needs.

**2G.** Provide statewide reference, interlibrary loan and government information services.

*Intended Outcomes:*

1. Library personnel will have the ability to provide better reference, interlibrary loan and government information services locally.
2. Nebraskans will have enhanced print and electronic access to state and federal government information.

**2H.** Provide support for and promote the Nebraska Center for the Book (affiliate of the Library of Congress Center for the Book).

*Intended Outcomes:*

1. Public awareness of books written by Nebraska writers or books published in Nebraska will increase.
2. Public participation in author programs or book discussion groups will increase.
3. Public interest in reading and writing will increase, with particular focus on school age children and youth.
4. Reading skills by children and youth will improve.

**2I.** Promote and improve awareness of the library and information services of NLC and Nebraska libraries through a variety of multi-format communication methods including print, electronic, video, audio and other technology as it emerges.

*Intended Outcomes:*

1. NLC and library personnel will use a variety of technologies and formats to more efficiently and effectively communicate their programs and services.
2. A larger percentage of the NLC's communication products will be disseminated electronically.
3. Statewide communication campaigns will be conducted to increase the use of NLC programs and services, particularly the use of subscription databases.

**Goal 3: Nebraska libraries will have appropriate technology to access and deliver online library and information services.**

**Need:** Many communities are attempting to provide new types of library and information services in inadequate facilities due to a lack of space, poor wiring, and the inefficient use of existing space. Technology equipment is often added to the library without benefit of space planning, appropriate ergonomic furnishings or electrical and data connections. The use of DSL, T1 and wireless connections is growing statewide, however speed and reliability of connectivity continue to be issues for many libraries.

Libraries also report difficulty in recruiting and retaining staff with computer knowledge and experience. Positions tend to remain vacant for long periods and when filled are staffed with individuals who require extensive training. There is also a need for ongoing technology training and technical support for existing library personnel. Public libraries, particularly in smaller communities, often have no local technology support and must contract with a provider many miles away. Some libraries choose to purchase computers through their local computer stores and business supply offices, even though the cost may be higher, in order to have convenient service and support.

Sustainability, or the need to build in ongoing local funding for technology replacement as well as for new technologies, is an issue of concern on the local as well as state level. A fair number of Nebraska public libraries have acquired much of their technology through grant programs (LSTA, State Aid, NITC, etc.) and have yet to develop a plan for supporting and maintaining hardware and connectivity.

The U.S. Library Program of the Bill and Melinda Gates Foundation<sup>11</sup> is in the early stage of implementation in Nebraska and this initiative will equip smaller, non accredited public libraries with computers, software and improved Internet access. The issue of sustainability, emphasized in Gates Foundation projects, will help address this need. Library personnel will benefit from the training made available as part of the Gates Foundation project.

**Activities:**

**3A.** Administer grants to public libraries and library consortia for planning, selection, and implementation of technology tools for access to library and information services.

*Intended Outcomes:*

1. Local support will continue to be generated through the requirement of matching funds for awarded grants.
2. Libraries will increase the number and types of technologies available to provide

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<sup>11</sup> [www.gatesfoundation.org/libraries/uslibraryprogram/default.htm](http://www.gatesfoundation.org/libraries/uslibraryprogram/default.htm)

access to materials and other resources.

3. Nebraskans will have improved access to online library and information services.

**3B.** Review and adopt appropriate standards and protocols for hardware, software, Internet connectivity, and access to broadband services.

*Intended Outcomes:*

1. Grant criteria and guidelines will be developed that apply these standards and protocols.
2. NLC staff and local library personnel will have enhanced ability to provide training and consultation.
3. Nebraska libraries will have an improved infrastructure for resource sharing.

**3C.** Identify and implement statewide digitization initiatives, including the Western Trails Project<sup>12</sup>, access to genealogical resources, and other appropriate enterprises.

*Intended Outcomes:*

1. Nebraskans will have access to a virtual collection of digital primary source materials through the Western Trails Project.
2. Local and remote access to local genealogy resources and services will be enhanced.
3. NLC staff will have knowledge of potential statewide digitization initiatives for planning, coordination, and funding.

**3D.** Facilitate library participation in the U.S. Library Program and the Staying Connected<sup>13</sup> initiative funded by the Bill and Melinda Gates Foundation.

*Intended Outcomes:*

1. Libraries will acquire additional computers, networking equipment, and telecommunications services for Internet access.
2. Library personnel will benefit from training and technical support on network administration, computer and Internet applications, and computer systems management.
3. Nebraskans will have enhanced access to information resources.

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<sup>12</sup> [www.nlc.state.ne.us/westerntrails/](http://www.nlc.state.ne.us/westerntrails/)

<sup>13</sup> [www.gatesfoundation.org/libraries/uslibraryprogram/stayingconnected/default1.htm](http://www.gatesfoundation.org/libraries/uslibraryprogram/stayingconnected/default1.htm)

**3E.** Promote participation in the Universal Service Fund's E-rate<sup>14</sup> program through training and consultation.

*Intended Outcomes:*

1. The number of public libraries participating in the Universal Service Fund's E-rate program will increase.
2. Public libraries will apply for funding for a broader base of eligible E-rate services.
3. Library personnel will have increased knowledge of telecommunication costs and issues.

**3F.** Participate in statewide information technology strategic planning and management initiatives, including the Nebraska Information Technology Commission's Nebraska Network initiative, Community and State Government Councils, and Technologies Across Nebraska<sup>15</sup>.

*Intended Outcomes:*

1. Libraries will have access to and participate in a unified statewide telecommunications infrastructure.
2. Grant funds will be available for library technology projects through the Nebraska Information Technology Commission.
3. Libraries will participate in statewide telecommunications collaborative efforts.
4. Libraries will be represented in state level information technology planning and policy organizations.

**Goal 4: Eligible Nebraskans will have access to Talking Book and Braille Service.**

**Need:** According to Library of Congress estimates, 1.6% of Nebraskans or 27,380 citizens, are unable to use standard print material because of a visual, physical, or reading disability, and therefore would be eligible for Talking Book and Braille Service through the Nebraska Library Commission. Talking Book and Braille Service staff served 3,538 individual borrowers and 302 deposit sites in 2002, less than 13% of the potential customers in Nebraska. The number of registered borrowers has declined from 4,197 individual borrowers and 424 deposit sites in 1998 to current levels.

**Activities:**

**4A.** Distribute Talking Book and Braille materials and playback equipment to eligible Nebraskans.

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<sup>14</sup> [www.nlc.state.ne.us/libdev/erate/intro.html#intro](http://www.nlc.state.ne.us/libdev/erate/intro.html#intro)

<sup>15</sup> [www.nitc.state.ne.us/toolkit/minigrants.htm](http://www.nitc.state.ne.us/toolkit/minigrants.htm)

**4B.** Identify and record materials of special interest to Nebraska borrowers.

**4C.** Provide reader advisory services to assist eligible Nebraskans in selecting materials.

**4D.** Provide outreach services, with special emphasis on targeting provision of services to children and young adults.

**4E.** Recruit and train volunteers to assist in recording of materials and related talking book and Braille processes.

**4F.** Monitor and test new technologies developed by the National Library Service for delivery of digital talking books.

*Intended Outcomes:*

1. Awareness and participation in the Talking Book and Braille program will increase.
2. Use of Talking Book and Braille materials will increase.
3. Volunteer number and hours will increase.
4. The number and quality of locally recorded materials will increase.
5. Local library personnel will promote Talking Book and Braille services.
6. An implementation plan for transition of talking book materials from analog to digital format will be developed.



### Goal and Activity Timeline

	Ongoing	Completion Date
<b>Goal 1: Library Personnel</b>		
1A. Provide targeted continuing education and training	2003 - 2007	
1B. Recruitment and retention task force		June 2003
1C. Participate in Western Council Education initiative	2003 - 2007	
1D. Promote and improve Public Librarian and Board Certification	2003 - 2007	
1E. Provide education and consultation on planning and evaluation	2003 - 2007	
1F. Support regional graduate library degree programs	2003 - 2007	
<b>Goal 2: Improved Access to Enhanced Library and Information Services</b>		
2A. Provide and promote databases, NEBASE and cooperative purchases	2003 - 2007	
2B. Implement Common User Interface		October 2005
2C. Promote and monitor NebrasKard	2003 - 2007	
2D. Evaluate Public Library Accreditation program		October 2003
2E. Develop and promote services for children and young adults	2003 - 2007	
2F. Promote and support ELL services	2003 - 2007	
2G. Provide statewide reference, ILL and government information	2003 - 2007	
2H. Provide support for and promote Nebraska Center for the Book	2003 - 2007	
2I. Promote and improve awareness of library and information services	2003 - 2007	
<b>Goal 3: Appropriate Technology</b>		
3A. Administer grants	2003 - 2007	
3B. Review and adopt standards and protocols		July 2003
3C. Identify and implement statewide digitization projects	2003 - 2007	
3D. Facilitate library participation in Gates Foundation Initiatives	2003 - 2007	
3E. Promote participation in E-rate Program	2003 - 2007	
3F. Participate in statewide information technology initiatives	2003 - 2007	
<b>Goal 4: Talking Books and Braille Service</b>		
4A. Distribute materials and playback equipment	2003 - 2007	
4B. Identify and record local materials.	2003 - 2007	
4C. Provide reader advisory services	2003 - 2007	
4D. Provide outreach services	2003 - 2007	
4E. Recruit and train volunteers	2003 - 2007	
4F. Monitor and test new technologies	2003 - 2007	

## **Planning and Implementation Procedures**

The following summarizes the stakeholder involvement, communication, monitoring, and evaluation procedures for implementation of the LSTA Plan.

### *Stakeholder Involvement*

#### 1. State Advisory Council on Libraries<sup>16</sup>

The State Advisory Council on Libraries is broadly representative of public, school, academic, special and institutional libraries and libraries serving the handicapped and of persons using such libraries and of geographic areas of the state. Membership includes eighteen members appointed at-large by the Nebraska Library Commission. In addition, there are ex-officio members from the Nebraska Library Association and the Nebraska Educational Media Association.

The State Advisory Council on Libraries is utilized for:

- Advice and planning on such matters on which the Commission may seek counsel.
- Review and evaluation of interlibrary cooperative and resource sharing plans and programs.
- Development, review and evaluation of the Library Services and Technology Act (LSTA) Plan.

#### 2. Library Commissioners<sup>17</sup>

The Commission's six members are appointed by the Governor to three-year terms with members serving no more than two consecutive terms. Commissioners appoint the agency director. Members generally are appointed from each of the state's six Regional Library System areas. Commission roles and responsibilities relating to the LSTA Plan include:

- Approval of LSTA Plan and revisions.
- Appointment of members to the Nebraska State Advisory Council on Libraries.
- Approval of eligibility requirements and criteria for libraries applying for LSTA grants.
- Serve as the decision body for appeals of LSTA grant awards.

#### 3. Other Partners

The Library Commission involves other library organizations and constituencies in ongoing planning and evaluation. These include, but are not limited to:

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<sup>16</sup> [www.nlc.state.ne.us/stadv/stadv.html](http://www.nlc.state.ne.us/stadv/stadv.html)

<sup>17</sup> [www.nlc.state.ne.us/commis/commis.html](http://www.nlc.state.ne.us/commis/commis.html)

- Nebraska libraries
- Six Regional Library Systems ([www.nlc.state.ne.us/system/index.html](http://www.nlc.state.ne.us/system/index.html))
- Public Resource Library Group
- Post-secondary library representatives
- Nebraska Community Foundation ([www.nebcommfound.org](http://www.nebcommfound.org))
- Nebraska Library Association ([www.state.ne.us/home/NLA](http://www.state.ne.us/home/NLA))
- Nebraska Educational Media Association ([nema.k12.ne.us](http://nema.k12.ne.us))
- Talking Book and Braille Service Advisory Committee ([www.nlc.state.ne.us/tbbs/AdvisoryCommittee.html](http://www.nlc.state.ne.us/tbbs/AdvisoryCommittee.html))
- Nebraska Information Technology Commission ([www.nitc.state.ne.us](http://www.nitc.state.ne.us))
- Nebraska Development Network ([www.state.ne.us/home/NDN](http://www.state.ne.us/home/NDN))

### *Communication Procedures*

The LSTA Plan, upon approval by IMLS, will be disseminated to Nebraska libraries and citizens through the Library Commission Web site ([www.nlc.state.ne.us](http://www.nlc.state.ne.us)). The Library Commission will supply print copies upon request. Summaries and pertinent information from the LSTA Plan will be distributed through NLC's publications (*NCompass* and *NLCommunicator*) to libraries, the State Advisory Council on Libraries, and other library-related organizations. Substantive revisions to the LSTA Plan, due to changing economic conditions or a refocusing of goals and activities, will be submitted to IMLS and made available to appropriate stakeholders.

Strategic action plans, developed as part of the implementation of the LSTA Plan and resulting achievements and outcomes, will be communicated through a variety of information products and resources, including NLC's Web site.

### *Monitoring Procedures*

The Nebraska Library Commission will designate appropriate staff to implement and track progress on the LSTA Plan goals, activities and intended outcomes. This will include monitoring of sub-grantee projects and activities funded under the LSTA grant program. Onsite visits will be conducted and consistent data collected to include in Annual Reports submitted to IMLS.

### *Evaluation Plan*

The following means will be used to evaluate the goals, activities, and intended outcomes of the LSTA Plan:

- Solicit input from the public, including library personnel, trustees and supporters, on library and information service needs.
- Onsite monitoring of LSTA funded projects.

- Require reports that utilize outcome based evaluation on LSTA funded projects.
- Strategic action plans, developed by appropriate NLC personnel and stakeholder representatives, will be implemented for each activity, including outputs, outcomes and timelines.
- Develop consistent reporting documents and data collection mechanisms to ensure timely, accurate and ongoing collection of outcome based evaluation components.
- Systematic analysis of informal contacts with stakeholders.
- Submit annual reports to IMLS detailing the status of the goals, activities, and intended outcomes.
- Submit a five-year evaluation report to IMLS detailing accomplishments and lessons learned for 2003-2007.